

## **BOARD OF TRUSTEES MEETING MINUTES**

December 15, 2014

\*\* District Office\*\*

6:00 p.m.

### **I. OPEN PUBLIC HEARING**

The December 15, 2014, Board of Trustees Public Hearing was called to order by Chair Jan Wilking at 6:00 p.m. Other Board members in attendance were Mary Ann Pack, Robert Richer and Richard Pick. Mayor Thomas arrived at 6:13 p.m. SBWRD staff in attendance were Mike Luers, Roger Robinson, Dave Actor, Bryan Atwood, Brian Passey, Kevin Berkley and Kim Dudley. Also in attendance were Jeremy Cook, Parsons, Kinghorn and Harris, Craig Ashcroft, Carollo Engineers, Jonathan Ward, Zion's Bank and Randy Larsen, Ballard Spahr.

**II. PUBLIC HEARING ITEMS** – Proposed 2015 Budget – Mr. Luers asked if there was any public input regarding the proposed 2015 Budget and there was none.

### **III. CLOSE PUBLIC HEARING**

Mr. Pick made the motion to close the Public Hearing, Mr. Richer seconded and the motion carried with Ms. Pack, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.

## **AGENDA**

### **I. CALL TO ORDER**

The December 15, 2014, Board of Trustees meeting was called to order by Chair Jan Wilking at 6:02 p.m. Other Board members in attendance were Mary Ann Pack, Robert Richer and Richard Pick. Mayor Thomas arrived at 6:13 p.m. SBWRD staff in attendance were Mike Luers, Roger Robinson, Dave Actor, Bryan Atwood, Brian Passey, Kevin Berkley and Kim Dudley. Also in attendance were Jeremy Cook, Parsons, Kinghorn and Harris, Craig Ashcroft, Carollo Engineers, Jonathan Ward, Zion's Bank and Randy Larsen, Ballard Spahr.

### **II. CONSENT AGENDA**

- A. Approval of Board Meeting Minutes for November 17, 2014
- B. Escrow Fund Reduction Approval
  - 1. Nevis at Newpark – Retain 8 percent
  - 2. Nicklaus West Phase 1 – Retain 8 percent
  - 3. Thaynes Creek Ranch Estates – Retain 8 percent
  - 4. The Woods of Parley's Lane – Retain 0 percent
- C. Final Project Approval
  - 1. Nevis at Newpark
  - 2. Nicklaus West Phase 1
  - 3. Thaynes Creek Ranch Estates

Ms. Pack made the motion to approve the Consent Agenda, Mr. Pick seconded and the motion carried with Mr. Richer, Mr. Pick, Ms. Pack and Mr. Wilking voting in the affirmative.

**III. PUBLIC INPUT** – There was no public input.

**IV. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$769,716.56 including Training Building Project Pay Request #7 for \$151,622.67 – Mr. Luers said Peck Ormsby Construction has submitted Pay Request #7 for \$151,622.67 (\$159,602.81 less \$7,980.14 retainage of 5%). Plywood roof sheathing, with underlayment for shingles, is complete.

The work is 63.70% complete. The time elapsed is 44.78%.

Mr. Richer made the motion to approve the Expenditures, Ms. Pack seconded and the motion carried with Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

## **V. SUBDIVISION PROJECTS**

Silver Creek Village Phase 1 – 0 REs

Estimated LEA REs Year to Date: # Above Splitter 6.67; # ECWRF 324.11; # SCWRF 160; Total 490.78

Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

A Line Extension Agreement (LEA) has been filed for the first phase of the Silver Creek Village project. This phase consists of the two access roadways to the development, along with the associated utilities in these roads. Additionally, a sewer line will be extended in a future roadway, which will connect to the Silver Creek Trunkline.

Overall, it is anticipated that the Silver Creek Village project will consist of 1,290 total units (939 multi-family units and 351 single family lots) and 50,000 square feet of commercial areas.

Staff recommends approval of the Subdivision Projects.

Mr. Richer made the motion to approve the Subdivision Projects, Mr. Pick seconded and the motion carried with Ms. Pack, Mr. Richer, Mr. Pick and Mr. Wilking voting in the affirmative.

## **VI. DISTRICT MANAGER**

A. Action Items

1. Consider Adopting 2015 Budget – Mr. Luers stated that there were no changes to the 2015 Budget since last discussed at the November Board meeting. He asked the Board to adopt the 2015 Budget.

Mr. Pick made the motion to adopt the 2015 Budget, Ms. Pack seconded and the motion carried with Mr. Richer, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

2. Consider Approval of Training Building Change Orders #3 & #4 – Mr. Luers said the contractor has submitted Change Order #3 for \$1,228.51 and 0 days. The additional work includes: Adding soffit vents and turtle vents to the RAS/WAS & Solids Buildings.

Mr. Luers also said the contractor has submitted Change Order #4 for \$1,141.41 and 0 days. The additional work includes: Adding lintel rebar over the upper floor hallways in the Training Building. It also includes the replacement of a buried water line isolation valve.

Staff recommends approval of both change orders.

Mr. Richer made the motion to approve the Training Building Change Orders #3 & #4, Mr. Pick seconded and the motion carried with Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

3. Consideration for Adoption of a Resolution Authorizing the Issuance and Sale of not more than \$23,000,000 Aggregate Principal Amount of Sewer Revenue Bonds, Series 2015 of Snyderville Basin Water Reclamation District, Utah; and Related Matters – Mr. Luers introduced Randy Larsen with Ballard Spahr. Mr. Luers gave the Board a draft of the Parameters Resolution. Mr. Larsen reviewed the documents stating that the resolution is relatively straight forward on setting up a parameter for the bonds that we contemplated, but does not require us to commit to them at this time. It starts a notice in the newspaper that describes the parameters of these bonds. As long as our ultimate bonds that are issued, fall within those parameters then it begins a 30 day contestability period for other parties to be able to challenge the issuance of those bonds. Mr. Luers requested that the Board consider adopting the Resolution.

Mr. Richer made the motion to adopt a Resolution Authorizing the Issuance and Sale of not more than \$23,000,000 Aggregate Principal Amount of Sewer Revenue Bonds, Series 2015 of Snyderville Basin Water Reclamation District, Utah; and Related Matters, Mr. Pick seconded and the motion carried with Mayor Thomas, Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

4. Consider Adopting Board Meeting Schedule for 2015 – Mr. Luers reviewed the Board Meeting schedule for 2015. He asked them if they would adopt the Board Meeting schedule for 2015.

Mr. Pick made the motion to adopt the Board Meeting Schedule for 2015, Ms. Pack seconded and the motion carried with Mr. Richer, Mr. Pick, Mayor Thomas, Ms. Pack and Mr. Wilking voting in the affirmative.

5. Consider Accepting Task Orders for SCWRF Design and CMS – Mr. Luers discussed with the Board that Carollo Engineers have submitted two task orders for the design services, and construction management services (CMS), related to the expansion and upgrade of the Silver Creek Water Reclamation Facility. Task Order #2014-02, for design, totals \$2,952,270. Task Order #2014-03, for CMS, totals \$2,862,300.

Staff has reviewed these task orders and recommends acceptance of both.

Ms. Pack made the motion to accepting the Task Orders for SCWRF Design and CMS, Mayor Thomas seconded and the motion carried with Mr. Pick, Ms. Pack, Mayor Thomas, Mr. Richer and Mr. Wilking voting in the affirmative.

B. Information Items

1. RFP for Underwriting Services, Series 2015 Bond – Mr. Luers told the Board the Request for Proposals has been prepared by Mr. Ward, Zion's Bank and Mr. Larsen, Ballard Spahr with our assistance. He gave a copy to the Board for their review and said that we will be receiving them in the distant future.

2. Calendar of Events, Series 2015 Bond – Mr. Luers told the Board that they had a schedule of Calendar Events, Series 2015 Bond. He said that they could refer to this for information on what is scheduled for the Series 2015 Bond.

Mr. Luers informed the Board that he, Mr. Passey and Mr. Ward, Zion's Bank will be going to San Francisco on January 21<sup>st</sup>-January 23<sup>rd</sup>, 2015 for a ratings presentation.

3. Financial Statement

4. Impact Fee Report

5. Christmas Brunch – Wednesday, December 24, 2014, 10:30am-noon – Mr. Luers invited the Board to our annual Christmas Brunch. He said he it would be great if they could attend.

6. Board of Trustee's Training – Mr. Cook was preparing to present the required Board Training to the Board of Trustee's after the adjournment of the meeting. He stated the training is required for each Board member every year and can also be taken on-line.

**VII. FUTURE AGENDA ITEMS**

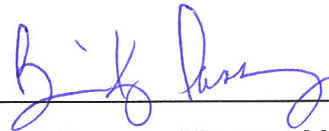
- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

**VIII. ADJOURN**

Mr. Pick made the motion to adjourn at 6:40 p.m., Mr. Richer seconded and the motion carried with Mayor Thomas, Mr. Pick, Ms. Pack, Mr. Richer and Mr. Wilking voting in the affirmative.

A handwritten signature in blue ink, reading "Mary Ann Pack", positioned above a horizontal line.

Jan Wilking, Chairman  
*Mary Ann Pack, Vice Chairman*

A handwritten signature in blue ink, reading "Brian Passey", positioned above a horizontal line.

Brian Passey, Finance Manager/Clerk